

***Collin County Community College District Board of Trustees***

2024-12-5

December 10, 2024

Resource: Melissa Irby  
Chief Financial Officer

**AGENDA ITEM:** Consideration of Approval for the Appointment of Election Secretary and Deputy Secretary

**DISCUSSION:** The next regularly scheduled election of Collin College Board of Trustees, Places 4, 5, and 6, will be held on May 3, 2025. The Board must appoint an Election Secretary and Deputy Secretary to help facilitate the College's election processes. It is, therefore, recommended that Melissa Irby be appointed to serve as the Election Secretary and Carol Harber be appointed as the Deputy Secretary for the May 3, 2025 election.

**DISTRICT PRESIDENT'S RECOMMENDATION:** The District President recommends the appointment of Melissa Irby as Election Secretary and Carol Harber as Deputy Secretary for the May 3, 2025 election.

**SUGGESTED MOTION:** "Mr. Chairman, I make a motion that the Board of Trustees of Collin County Community College District approves the appointment of Melissa Irby as Election Secretary and Carol Harber as Deputy Secretary for the May 3, 2025 election."